

Council Member \_\_\_\_\_ moved adoption of the following Resolution, which was seconded by Council Member \_\_\_\_\_.



## **RESOLUTION 020926-G**

### **ADOPTING OFFICIAL CLASSIFICATION PLAN FOR ALABASTER WATER EMPLOYEES**

**WHEREAS**, the Alabaster Water Board has been dissolved and its operations, personnel, and services have been assumed by the City of Alabaster; and

**WHEREAS**, the City Council of the City of Alabaster recognizes the need to formally adopt classification plan for all positions within the Alabaster Water Department to ensure continuity of operations, clarity of responsibilities, and consistency with City personnel policies; and

**WHEREAS**, the adoption of these classification plans are necessary to support the effective transition of utility services under direct municipal management beginning March 1, 2026.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALABASTER, AS FOLLOWS:**

#### **Section 1. Adoption of Classification Plan**

That the City Council hereby adopts the official classification plan for Alabaster Water employees, effective **March 1, 2026**, as part of the City's personnel and organizational structure following the dissolution of the Alabaster Water Board.

#### **Section 2. Positions Included**

The classification plan being adopted include the following positions (Exhibit A):

Meter Reader, Senior Meter Reader, Utility Service Representative, Field Services Technician, Field Services Technician II, Senior Field Service Technician, Field Services Crew Leader, Field Services Supervisor, Operations Manager, Water Operations Specialist, Water Production Supervisor, Grade 4 Operator – Water, Facility Maintenance Technician, Construction Services Specialist, Construction Services Specialist II, Construction Services Crew Leader, Construction Services Manager, Customer Service & Community Concerns Coordinator, Customer Service Purchasing Manager, Billing Coordinator, Billing Supervisor, Billing Manager, Human Resources Specialist, Assistant Finance Director – Utilities

#### **Section 3. Implementation**

That the Mayor and appropriate department directors are hereby authorized to implement these classification plan and take all necessary actions consistent with this Resolution.

#### **Section 4. Effective Date**

This Resolution shall become effective immediately upon adoption, with classification plan effective **March 1, 2026**.

**PASSED, ADOPTED, AND APPROVED THIS 9TH DAY OF FEBRUARY 2026.**

ATTEST:

CITY OF ALABASTER

---

J. Mark Frey, City Clerk

---

Greg Farrell, Council President

APPROVED:

---

Scott Brakefield, Mayor

Exhibit A  
Resolution 020926-G

Position Title	Dept	# positions FTE	# positions PT	Pay Grade	Exempt	Safety Sensitive	Minimum Hourly Rate	Minimum Annual Rate	Maximum Hourly Rate	Maximum Annual Rate
Utility Meter Reader	Water	3	0	12	N	Y	\$18.52	\$38,520.00	\$25.63	\$53,302.00
Field Service Technician	Water	7	0	14	N	Y	\$20.42	\$42,483.00	\$28.27	\$58,808.00
Utility Customer Service Representative (Utilities)	Finance	3		15	N	N	\$21.45	\$44,526.14	\$29.69	\$61,765.34
SR Utility Meter Reader	Water	1	0	15	N	Y	\$21.45	\$44,526.00	\$29.69	\$61,765.00
Field Service Technician II	Water	See notes	0	15	N	Y	\$21.45	\$44,526.00	\$29.69	\$61,765.00
Facilities Maintenance Technician	Water	1	0	15	N	Y	\$21.45	\$44,526.00	\$29.69	\$61,765.00
Construction Services Specialist	Water	2	0	15	N	Y	\$21.45	\$44,526.00	\$29.69	\$61,765.00
Customer Service & Community Concerns Coordinator (Utilities)	Finance	1	0	16	N	N	\$22.53	\$46,354.34	\$31.18	\$64,850.50
Human Resources Specialist	HR	1	0	16	N	Y	\$22.53	\$46,354.34	\$31.18	\$64,850.50
SR Field Service Tech	Water	See notes	0	16	N	Y	\$22.53	\$46,354.34	\$31.18	\$64,850.50
Construction Services Specialist II	Water	1	0	16	N	Y	\$22.53	\$46,354.34	\$31.18	\$64,850.50
Billing Coordinator (Utilities)	Finance	1	0	17	N	N	\$23.64	\$49,168.08	\$32.72	\$68,064.10
Construction Services Crew Leader	Water	1	0	19	N	Y	\$26.09	\$54,266.00	\$36.09	\$75,069.00
Grade 4 Operator	Water	4	0	19	N	Y	\$26.09	\$54,266.00	\$36.09	\$75,069.00
Field Services Crew Leader	Water	2	0	19	N	Y	\$26.09	\$54,266.00	\$36.09	\$75,069.00
Billing Supervisor	Finance	1	0	20	N	Y	\$27.37	\$56,923.62	\$37.89	\$78,819.00
Billing Manager	Finance	1	0	21	Y	N	\$28.75	\$59,794.28	\$39.79	\$82,760.86
Water Operations Specialist	Water	1	0	21	N	Y	\$28.75	\$59,794.28	\$39.79	\$82,760.86
Construction Services Manager	Water	1	0	21	N	Y	\$28.75	\$59,794.28	\$39.79	\$82,760.86
Water Production Supervisor	Water	1	0	21	N	Y	\$28.75	\$59,794.28	\$39.79	\$82,760.86
Field Services Supervisor	Water	1	0	22	N	Y	\$30.16	\$62,729.00	\$41.76	\$66,853.00
Customer Service & Purchasing Agent (Utilities)	Finance	1		23	N	Y	\$31.71	\$65,964.60	\$43.88	\$91,266.24
Assistant Finance Director (Utilities)	Finance	1		30	Y	Y	\$44.59	\$92,744.60	\$61.75	\$128,436.88
Operations Manager	Water	1	0	32	Y	Y	\$49.16	\$102,256.00	\$68.04	\$141,526.00
			36							

\* Field Service Tech automatically move to Field Service Tech II with appropriate certifications (CDL Class A and Grade 1 certification or higher in water, 2+ yrs exp \*

\* Field Service Tech SR is a tested promoted position with appropriate certifications (CDL Class A and Grade 1 certification or higher in water,backhoe/ mini-excavator & 5+ yrs) not to exceed 2 FTE

\* Construction Services Specialist automatically move to CSSII with appropriate certifications (CDL Class B and Grade 2 certification or higher in water, 4+ yrs exp \*